

SAMPLE – REPLACE UNDERLINED AREAS

Dana Hills High School Track & Field 2020

Dear Aunt Mame,

The Dana Hills High School Track & Field team will be volunteering to conduct a community beach clean-up on Saturday, February 29, 2020. We are raising money for our team while providing a tremendous service to our community. With the current budget limitations, a major source of funds to run our program comes from voluntary contributions of families, friends and community sponsors. ***One hundred percent of the money earned from this project will be used for coaches, equipment and track & field facility repairs/ upgrades.***

Over the past few seasons with the support of our friends and families, we have purchased pole vault poles & pit, throwing implements, a new high jump pit and jump areas, hurdles and provided track maintenance. Our team is very grateful for these donations.

I, John Doe, will volunteer 2-3 hours to our community beach clean-up project, February 29th.

Please help sponsor my team and my efforts by making a donation.

Your sponsorship is tax deductible.

You may donate by check or credit card.

To donate by credit card, go to our website www.track.dhhsdolphins.com/beachcleanup to make your contribution. Hit the DONATE button under Beach Clean-Up and follow the directions. Please use the comment field on our PayPal account to designate that you are sponsoring me.

Or, you can send your check payable Dolphin Foundation. Please include this letter with your donation and mail to:

***Dolphin Foundation Track & Field
c/o Dana Hills High School
33333 Golden Lantern
Dana Point, CA 92629***

Thank you in advance for making this fundraising effort a success. Your prompt reply is greatly appreciated and encouraged to maintaining the success of this program.

I appreciate your support and hope you can attend one of our meets.

Sincerely,
John Doe